

MCB Quantico Mass Notification System Quick Start Guide

There are two ways to access the Quantico Mass Notification System (QMNS)

1. Click on (or copy the following address into your computer's internet browser):

<https://alerts1.mcdsus.mcds.usmc.mil/SelfService/Entry.aspx?pid=2060360>

(This URL only works while logged onto the Marine Corps NMCI Network with a Common Access Card (CAC). Once on the website, skip to page 2.

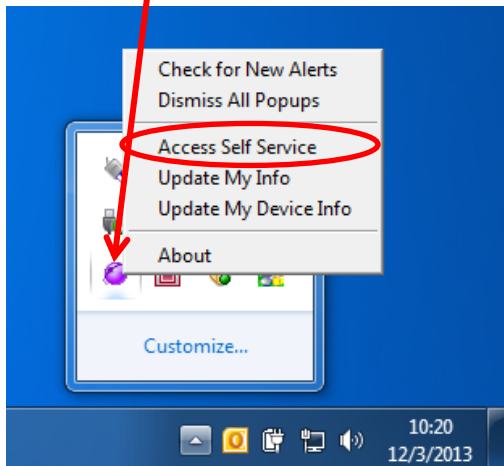
OR

2. Access the “purple globe” on your NMCI computer's desktop using the following instructions. (This function works if you are logged into your normally assigned NMCI computer).

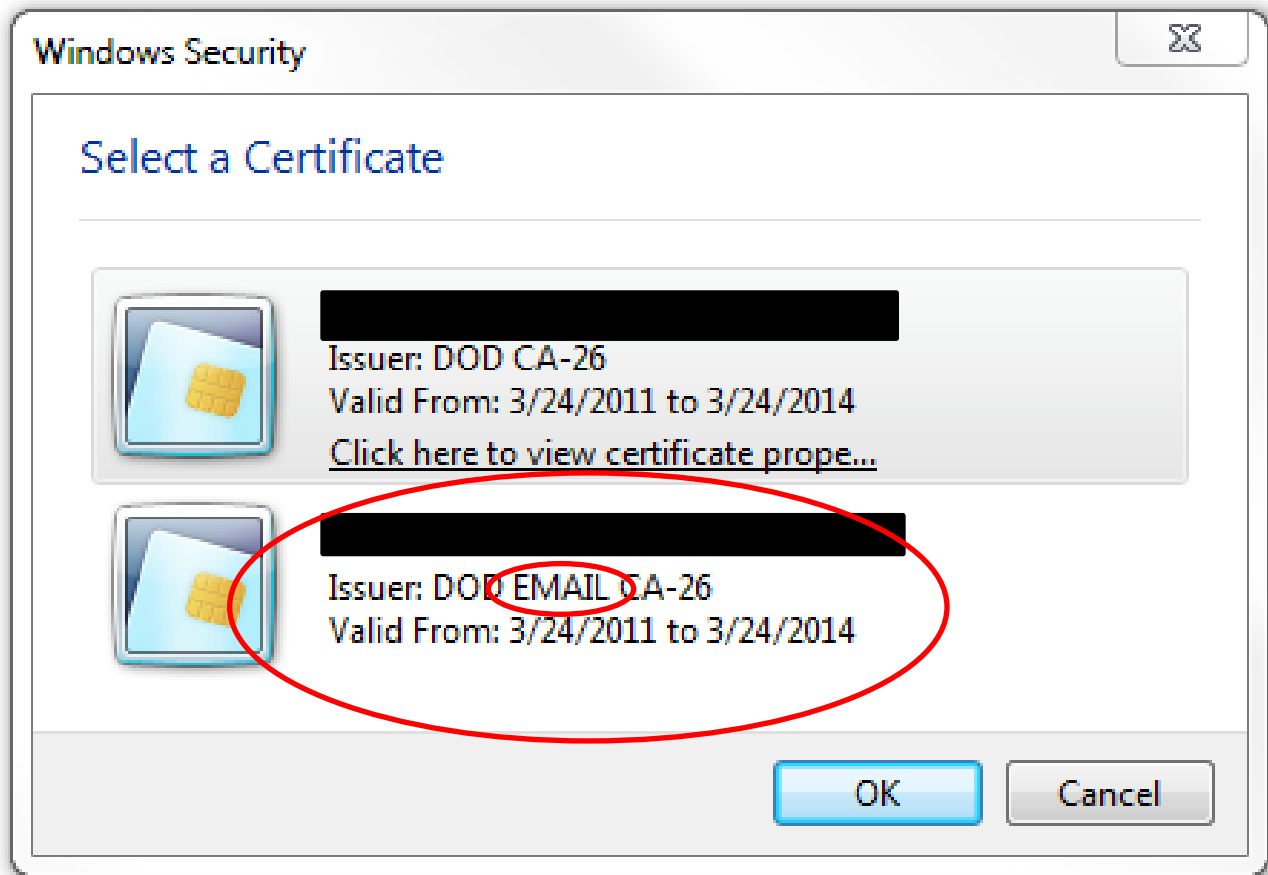
On the right side of your desk top toolbar, click the triangle to reveal hidden icons (if hidden).



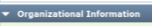
Click on the  icon to access QMNS and then “Access Self Service”:

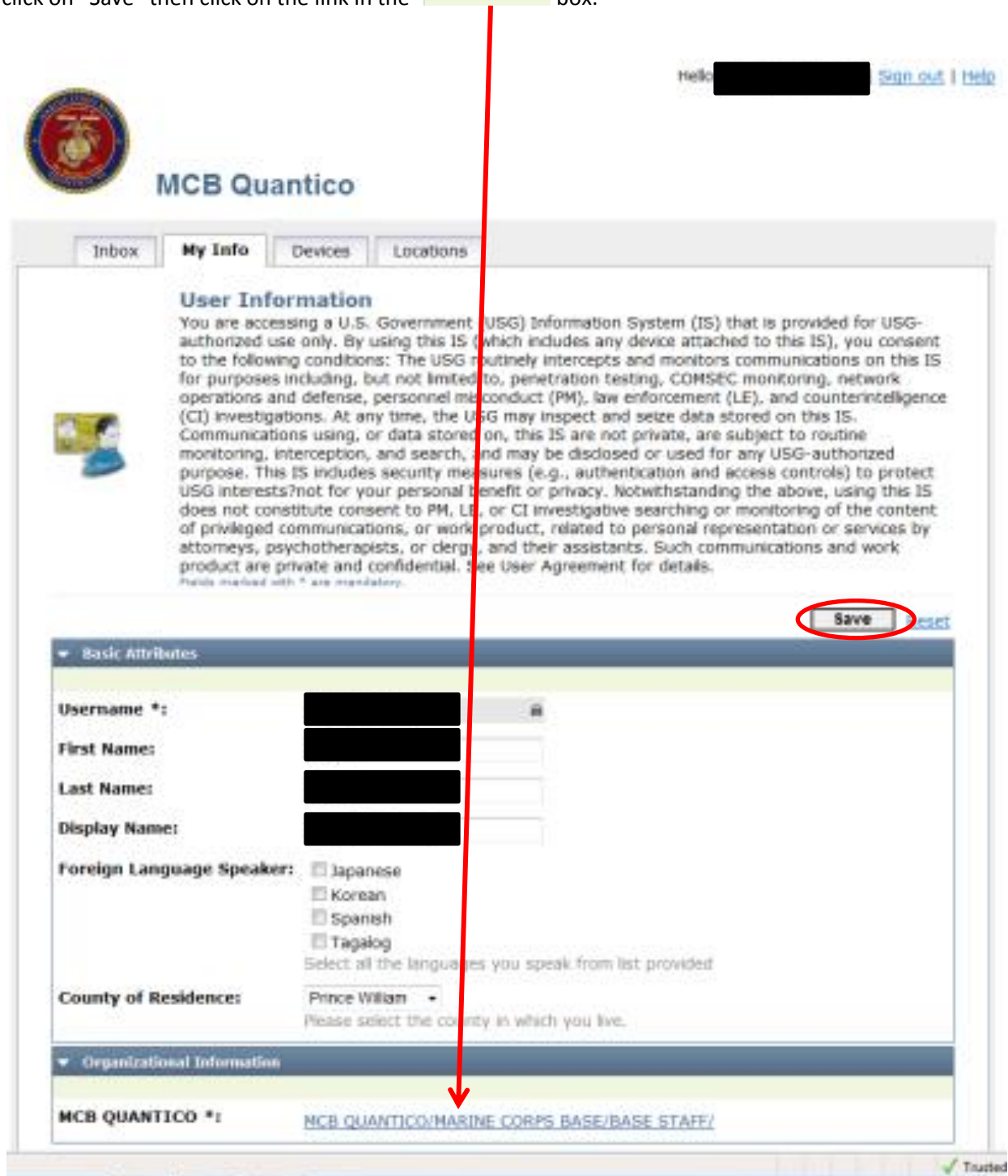


Select the appropriate certificate (it will contain the word “EMAIL” and can be either certificate) and then click “OK”:



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NMCI User information will be populated by information found in the Global Address List also known as “GAL”. Ensure your information is correct; select an appropriate language and “County of Residence”, click on “Save” then click on the link in the  box:



The screenshot shows the MCB Quantico user profile page. At the top, there is a header with the MCB Quantico logo and the text "MCB Quantico". Below the header, there are tabs for "Inbox", "My Info", "Devices", and "Locations". The "My Info" tab is selected, and the "User Information" section is displayed. This section contains a disclaimer about the use of the system and a "Save" button. Below the disclaimer, there are two main sections: "Basic Attributes" and "Organizational Information". The "Basic Attributes" section includes fields for Username, First Name, Last Name, Display Name, Foreign Language Speaker (with checkboxes for Japanese, Korean, Spanish, and Tagalog), and County of Residence (with a dropdown menu set to "Prince William"). The "Organizational Information" section includes a field for "MCB QUANTICO" with a dropdown menu set to "MCB QUANTICO/MARINE CORPS BASE/BASE STAFF/". A red arrow points from the "Organizational Information" box in the text above to the "Organizational Information" section in the form below.

MCB Quantico

My Info

User Information

You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only. By using this IS (which includes any device attached to this IS), you consent to the following conditions: The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations. At any time, the USG may inspect and seize data stored on this IS. Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG-authorized purpose. This IS includes security measures (e.g., authentication and access controls) to protect USG interests?not for your personal benefit or privacy. Notwithstanding the above, using this IS does not constitute consent to PM, LE, or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

Fields marked with * are mandatory.

Save

Basic Attributes

Username *: [Redacted]

First Name: [Redacted]

Last Name: [Redacted]

Display Name: [Redacted]

Foreign Language Speaker: ☐ Japanese ☐ Korean ☐ Spanish ☐ Tagalog

Select all the languages you speak from list provided

County of Residence: Prince William

Please select the county in which you live.

Organizational Information

MCB QUANTICO *: MCB QUANTICO/MARINE CORPS BASE/BASE STAFF/

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Select your organization. **Select the organization where you actually work not where you are administratively assigned (e.g. do not select H&S Battalion unless you work for the H&S Battalion Staff).** Click "Save".

Select Organizational Hierarchy
Please select the organizational unit this user belongs to.

[Expand All](#) [Collapse All](#)

- MCB QUANTICO
 - MARINE CORPS BASE
 - BASE STAFF
 - H&S BATTALION
 - SECURITY BATTALION
 - MCCDC
 - HQ
 - CAPABILITIES DEVELOPMENT DIRECTORATE
 - COMBAT DEVELOPMENT AND INTEGRATION
 - COMPTROLLER DIVISION
 - FINANCE BRANCH
 - MARINE CORPS WARFIGHTING LAB
 - OPERATIONS ANALYSIS DIVISION
 - SEABASING INTEGRATION DIVISION
 - STAFF JUDGE ADVOCATE
 - TRAINING AND EDUCATION COMMAND
 - TRAINING COMMAND

Selected Organizational Hierarchy: MCB QUANTICO/MARINE CORPS BASE/BASE STAFF/

Save [Cancel](#)


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Select the “Devices” Tab and input your work and personal phone numbers and email addresses, click “Save !”. (Entering this personal information enhances MCBQ’s ability to rapidly provide emergency information and changes to the base's operating status during non-working hours.)

Hello, [REDACTED] [Sign out](#) | [Help](#)



MCB Quantico

Inbox My Info **Devices** Locations

Self Service Devices

Fields marked with * are mandatory.

Save ! [Reset](#)

▼ Telephony Devices

Phone - Work: Do not enter DSN numbers. Enter 10 digit commercial numbers. Extensions can be added by adding an x then the extension number.

Phone - Home:

Phone - Mobile:

Phone - Emergency:

Phone - Dependent:

Input your Phone Numbers.

▼ Data Devices

Email - Work:

Email - Personal:

Text Messaging:

Email - Personal #2:


Input your Email addresses and the phone number where you want text messages sent.

Save ! [Reset](#)

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Select the “Locations” Tab and click on “Home Address” and “Work Address” to input your data:

Hello, [REDACTED] [Sign out](#) | [Help](#)



MCB Quantico

[Inbox](#) [My Info](#) [Devices](#) **[Locations](#)**



Locations

Below are your locations.


[Save](#) [Reset](#)

» [Last Known Location](#)

» [Home Address](#)


» [Work Address](#)

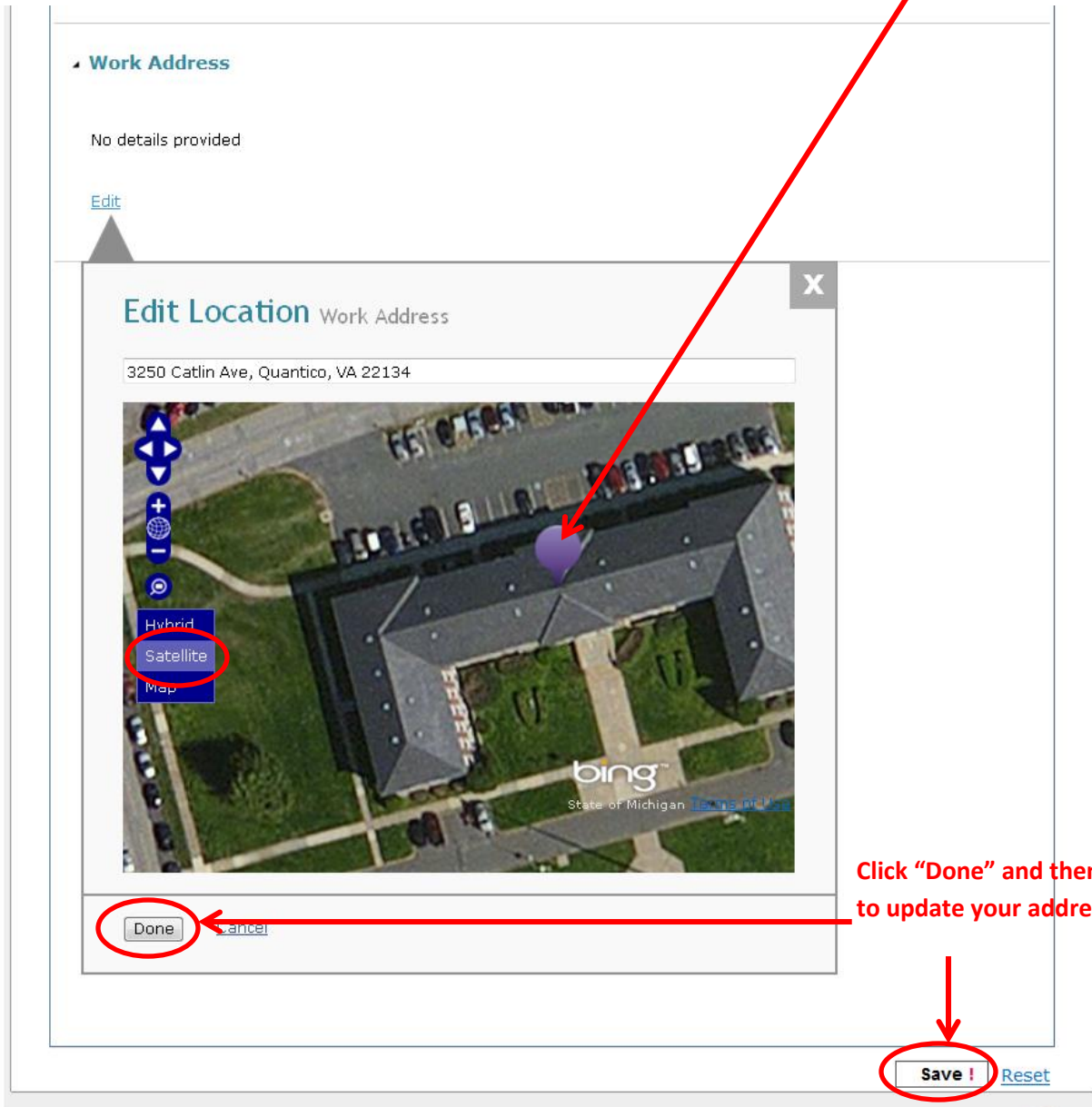
[Save](#) [Reset](#)

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Clicking on the “Edit” icon will allow you to input your address in the appropriate box.

The screenshot displays the 'Home Address' section of the MCB Quantico Mass Notification System. The 'Home Address' section is currently empty, showing 'No details provided'. A red circle highlights the 'Edit' link. A red arrow points from the 'Edit' link to the 'Edit Location' modal window. The modal window has a title bar with 'Edit Location' and 'Home Address'. It features a text input field at the top, a map area with a purple location pin, and a sidebar with navigation controls (directional arrows, zoom in/out, and map style selection). The map style selection shows 'Hybrid' selected, with 'Satellite' and 'Map' options below it. The Bing logo and copyright information are visible at the bottom of the map area. At the bottom of the modal, there are 'Done' and 'Cancel' buttons. In the bottom right corner of the main interface, there are 'Save !' and 'Reset' buttons.

Clicking on the “Satellite” map option will change the map to a satellite view. Move the  icon if it is not located directly over the desired address.



Work Address

No details provided

[Edit](#)

Edit Location Work Address

3250 Catlin Ave, Quantico, VA 22134

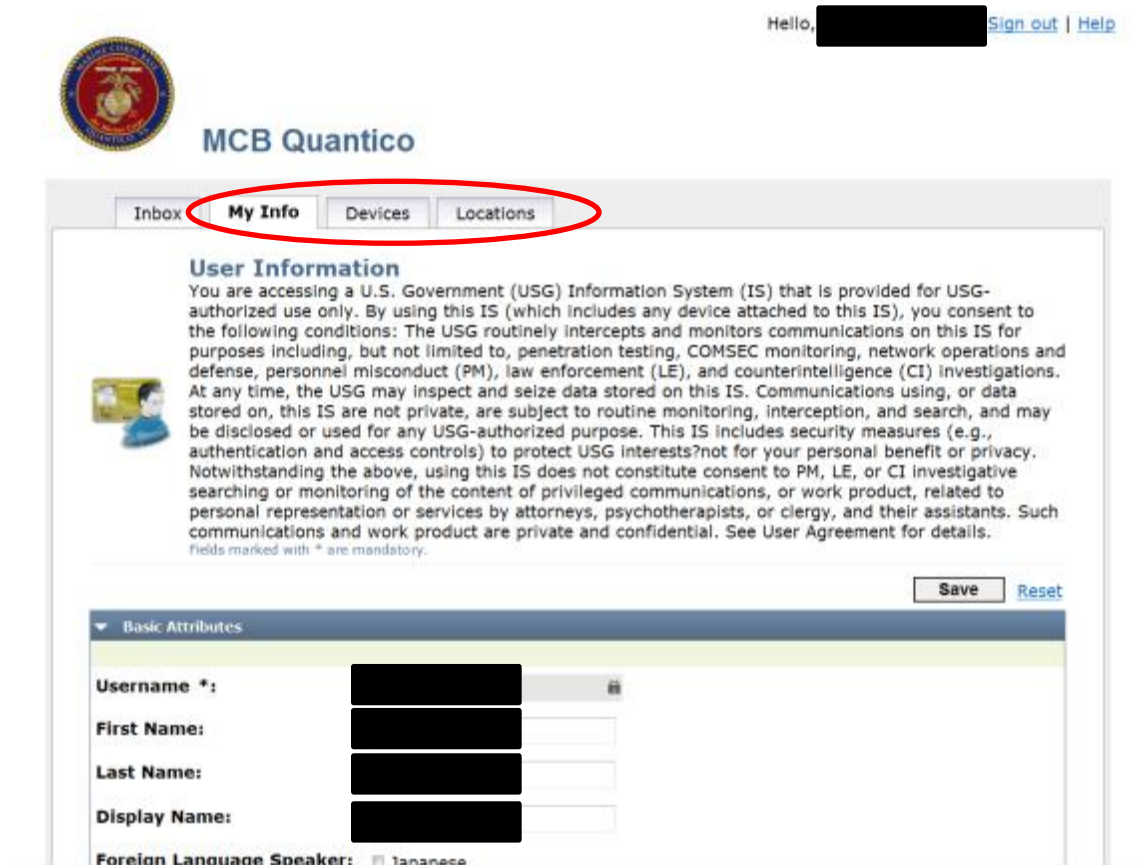
Hybrid
Satellite
Map

Done Cancel


Save ! Reset

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Review information in the “My Info”, “Devices”, and “Locations” Tabs for accuracy. Save Changes.



Hello, [REDACTED] [Sign out](#) | [Help](#)

 **MCB Quantico**

[Inbox](#) **[My Info](#)** [Devices](#) [Locations](#)


User Information

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Fields marked with * are mandatory.

[Save](#) [Reset](#)

Basic Attributes

Username *: [REDACTED] 

First Name: [REDACTED]

Last Name: [REDACTED]

Display Name: [REDACTED]

Foreign Language Speaker: ☐ Tananese

Once data is saved and then reviewed you are registered on the MCB Quantico MNS with no further action required.

Email registration problems to MCINCR_MA@usmc.mil.